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## OFFICE OF PUBLIC INSTRUCTION

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Denise Juneau  
Superintendent

February 2009

**"Exemplar - something that serves as a model or example; an ideal model"**

Dear Reader:

The Montana Behavioral Initiative (MBI) is a content-based staff development philosophy and process designed to meet students' diverse and complex social, emotional, behavioral, and academic needs. The term initiative refers to proactive efforts by community and school leaders to identify and prioritize concerns, teach acceptable alternatives to inappropriate behaviors and create a culture promoting healthy habits and respect in schools and communities.

Beginning in 2005, the MBI began recognizing exemplar schools which significantly contribute to making a difference for their students, parents, and faculty utilizing the MBI process at the elementary, middle or high school levels and have demonstrated evidence of change. This year, we would also like to recognize early childhood programs. You may be in position to nominate a school deserving of such recognition as a school MBI Team; you may nominate your own school. Activities to be considered when making a nomination include the key indicators from the MBI Blueprint:

### **Training Process**

- MBI Team members/school staff attend MBI Summer Institute
- MBI site facilitator selected and trained

### **Team Process**

- Administrator support and active involvement
- Team has regular meeting schedule, effective operating procedures

### **Evaluation Process**

- Team/faculty complete MBI Blueprint survey
- A school data collection system is in place
- MBI team has developed written short-term and long-term data action plans using research-based strategies
- MBI team has systematically analyzed specific data (e.g., student behavior, achievement and attitude; staff behavior and attitude, parent attitude, etc.) at least annually and used this analysis to revise/develop the building action plan.

*"It is the mission of the Office of Public Instruction to improve teaching and learning through communication, collaboration, advocacy, and accountability to those we serve."*

**Proactive Support Systems (Best Practice)**

- 3-5 schoolwide behavior guidelines are defined and posted in all areas of building
- Schoolwide teaching matrix developed
- Teaching plans for schoolwide guidelines are developed
- Schoolwide behavioral guidelines taught directly and formally
- System for rewarding student behavior is established
- System or procedures for promoting development of healthful lifestyle habits
- Staff and administration agree on what problems are office managed and what problems are staff managed
- Clearly defined and consistent consequences and procedures for undesirable behaviors are developed

**Community Process**

- MBI team promotes community awareness regarding MBI activities at the school site

**For more information, visit the Web Site: <http://www.opi.mt.gov/MBI>**

Letters of nomination should include specific activities that warrant the award. The deadline for nominations to be received is **Friday, May 22, 2009**. **Your nomination letter can be sent to the address below or faxed to (406) 444-3924**. The Council will announce award recipients no later than **JUNE 8, 2009**, and awards will be presented at a special ceremony on **June 22, 2009** at the 2009 MBI Summer Institute.

Thank you for your attention to this very important matter and for taking the time to recognize a deserving school in our state. Please contact me with questions at (406) 444-2046 or [sbanderson@mt.gov](mailto:sbanderson@mt.gov).

Sincerely,

Susan Bailey-Anderson  
Office of Public Instruction-MBI Coordinator  
PO Box 202501  
Helena, MT 59620  
Attachment

**ALL children deserve the opportunity to grow up in schools and communities that support them in making healthy choices.**